

ETHICALLY SPEAKING...

OFFICIAL NEWS OF THE MILWAUKEE COUNTY ETHICS BOARD

DID YOU KNOW...

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... that on a daily basis we are asked, "What is the difference between an investigation request and a verified complaint?"

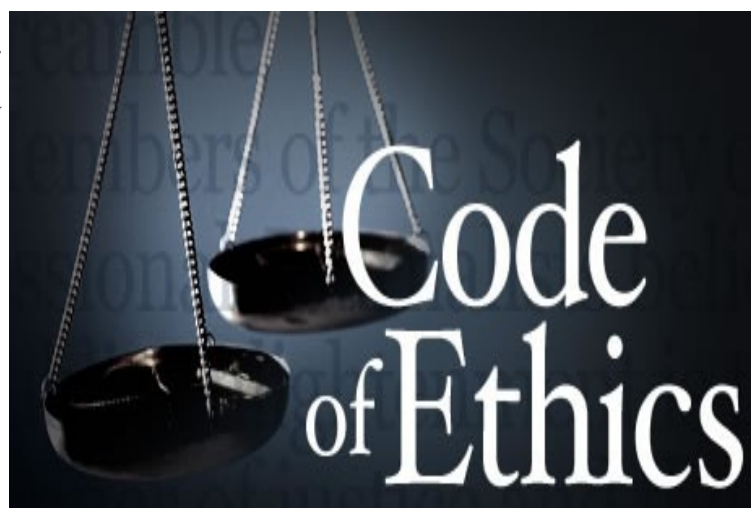
Milwaukee County General Ordinance, Chapter 9 Code of Ethics, 9.01(10) outlines that an *Investigation Request* is a written and signed statement from a person stating that there are specific acts or omissions by an identified person subject to the Ethics Code from unverified sources which appear prima facie (at face value) to constitute a violation of the Ethics Code and for which *the requestor is seeking that an investigation be undertaken* to determine whether a matter should be pursued under the Verified Complaint proceedings. The Investigation Request must remain confidential until disclosure is permitted or required by the Code unless the subject of the complaint requests in writing that it be made part of public record.

Milwaukee County General Ordinance, Chapter 9 Code of Ethics, 9.01(20) outlines that a *Verified Complaint* is a written statement from a person, given under oath and subscribed before a notary public or other official authorized to administer oaths, alleging specific acts or omissions constituting a violation of the Code by an identified person subject to the code. The Verified

Complaint must remain confidential until disclosure is permitted or required by the Code unless the subject of the complaint request in writing that it be made part of the public record.

For further details of the Milwaukee County General Ordinance, Chapter 9 Code of Ethics, visit:

<http://county.milwaukee.gov/ETHICSBOARD8460/Chapter91.htm>



Q: What does ethics mean to you?

Email your answers to:

mcethicsoard@milwcnty.com and we will post some answers in our next issue.



"Laws and principles are not for the times when there is no temptation: they are for such moments as this, when body and soul rise in mutiny against their rigour ... If at my convenience I might break them, what would be their worth?"

— Charlotte Brontë, *Jane Eyre*

MILWAUKEE COUNTY OPEN HOUSE 2013



We are excited to participate again this year in the Milwaukee County's Open House on Tuesday, April 9, 2013 from 9:00 a.m. to 2:00 p.m.

Everyone is invited to this free event, which will include door prizes, light refreshments and courthouse tours. For more information contact the Milwaukee County Board at 414-278-4222.

We have been pleased by the response in past years. Please stop by our table on the 2nd Floor of the Courthouse directly outside of Suite 212 to meet us and find out more about who we are, what we do, and how we may assist you. At our table, you will be able to pick up copies of the Milwaukee County Ethics Code, ethics games and newsletters, and to view ethics videos. We will also have information about the Milwaukee County Personnel Review Board, whose offices and staff are housed in our suite.



ANNUAL MILWAUKEE COUNTY OPEN HOUSE

Working for You

Tuesday, April 9, 2013
9 a.m. – 2 p.m.

Milwaukee County Courthouse Second Floor
(901 N. 9th Street, Room 201)

FREE EVENT • DOOR PRIZES • LIGHT REFRESHMENTS • COURTHOUSE TOURS

Everyone is invited • Learn how YOUR tax dollars make a difference in our community!
County Department Resource Fair • Meet your County Supervisor and
other Elected Officials • For more information, contact 278-4222

PRODUCED IN COOPERATION WITH THE MILWAUKEE COUNTY BOARD OF SUPERVISORS

The Ethisphere Institute recently include three Milwaukee Companies in its list of “World’s Most Ethical Companies,” according to a March 7, 2013 article in the Milwaukee Business Journal by Sarah Hauer. The companies named were Johnson Controls, Rockwell Automation, Inc., and Manpower Group. Congratulations to these companies on this fine recognition.

In *Ethical Leadership: Tone at All Levels*, Dr. Marianne Jennings tells a story about a friend who rented a U-Haul truck and declined to purchase the accompanying insurance. Regular auto policies apparently don’t cover rented moving vehicles. Unfortunately, while backing up in a driveway, he struck the eaves of a house and damaged the truck. He shared with Dr. Jennings that he spent an entire Saturday afternoon thinking of two things: 1) This is going to cost a bundle; and 2) whether there was any way he could drive the

truck back into the lot with out the manager seeing the damage. He then confessed, “I really thought I was better than that.” Dr. Jennings reminds us that it is natural for two choices to cross our minds, including an unethical one. But, it’s not the thought that is so important; it’s how we respond to the thought.



EXERCISE: Write a personal credo based on the ethical lines you absolutely will not cross. Place it where you can think about it on an ongoing basis. When faced with ethical dilemmas, don’t allow the circumstances to dictate how you respond, which is a trap that can lead us to make poor ethical choices. Instead, stop and think about your personal credo. Think, and you will be able to discover an acceptable solution that allows you to maintain your ethical integrity. When faced with an ethical dilemma, take time to think you will discover a solution for how you can ethically resolve problems and conflicts.

Stop by our table during the Milwaukee County Open House to hear more on these and other ethics topics from Dr. Jennings.

Dr. Marianne Jennings is an author and award winning, emeritus professor of legal and ethical studies in business from the W.P. Carey School of Business at Arizona State University. In 2011, Dr. Jennings retired from teaching after 35 years, but continues to teach graduate courses in business and ethics and to conduct seminars around the country.

CORPORATE COMPLIANCE & ETHICS WEEK

Corporate Compliance Week will be celebrated May 5 -11, 2013. There will be exciting activities and guest speakers. The Office of the Ethics Board will use this opportunity to promote ethical behavior through games and activities designed to draw attention of County employees and officials to the County’s Ethics Code. We invite all to participate. For departments/divisions whose employees do not have email and/or Internet access, please print hard copies of the games — or contact our office for hard copies — so that all employees will have an opportunity to participate. Please stay tuned for further announcements. We look forward to another successful week of educational fun!



REMINDER: Quarterly SEI forms for required filers are due in the Office of the Ethics Board no later than Tuesday, April 30, 2013. In accordance with section 9.03 (4) (b), each member of the County Pension Board and each employee of the Pension Board who is a county official or employee, shall complete and file with the Ethics Board a quarterly financial disclosure statement no later than the last day of the month following the end of each calendar quarter or any portion thereof in which he or she was a member or employee of the County Pension Board. Such financial disclosure statements shall be in the form prescribed by the Ethics Board and shall identify the date and nature of any purchase, sale, put, call, option, lease, or creation, dissolution or modification of any economic interest made during the quarter for which the report is filed and disclosure of which would be required by this code.

WHO WE ARE



Ms. Charmaine J. Gee began her career with Milwaukee County in the Courts Division in February 2010 and joined the Ethics Board and Personnel Review Board in May 2012. Ms. Gee has an Accounting Degree from Bryant and Stratton College and is currently attending Cardinal Stritch University to complete her BA in Business Management. Ms. Gee is a member of International Association of Administrative Professionals (IAAP).



Congratulations to **Ms. Marvic B. Rizio** for her recent transition from Administrative Intern to Clerical Assistant-PRB! Ms. Rizio has been a valued member of the Ethics Board and Personnel review Board since 2010. Ms. Rizio is a current member of International Association of Administrative Professionals (IAAP).



Ms. Veronica W. Robinson is the Executive Director of the Milwaukee County Ethics Board and the Executive Secretary of the Milwaukee County Personnel Review Board. Ms. Robinson has served Milwaukee County since October 2005. In addition to starting out at Milwaukee County in the Office of the Personnel Review Board and Ethics Board, she has also worked in Human Resources and in the Purchasing Division. Ms. Robinson is a member of the Society for Human Resources Management (SHRM), the Ethics and Compliance Officers Association (ECO), and the Society for Corporate Compliance and Ethics (SCCE). Ms. Robinson has a Masters in Fine Arts from the University of Milwaukee, Wisconsin and a Masters in Business Administration from Cardinal Stritch University.

Upcoming Meeting & Events

Upcoming Ethics Board Meetings

- **Thursday, April 25, 2013 at 2:00 PM**
- **Tuesday, August 27, 2013 at 2:00 PM**
- **Thursday, December 12, 2013 at 2:00 PM**

**MARK YOUR
CALENDAR!**

Ethics Board meetings are held scheduled at least four times per year and are open to the public. Meeting minutes are available on the Board's website at:

<http://county.milwaukee.gov/MEETINGSampMINUTES20688.htm>

ABOUT US

The Milwaukee County Ethics Board is located on the second floor of the Courthouse in Suite 212. This newsletter is produced as part of an effort to advance awareness of the Milwaukee County Ethics Board, the Milwaukee County Ethics Code, and to engage employees and officials in learning more about the importance of ethical behavior and sound ethical decision making in the business arena. Please direct any comments or questions to our office by mail, email, fax, or phone at the information identified below.

CONTACT US



MILWAUKEE COUNTY ETHICS BOARD

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